

Safeguarding Policy - POL019

Happy Bananas Holiday Club (Funded by Action for Children) works with young people aged 5-18.

Action for Children and Happy Bananas Holiday Club believe that children have the right to be completely secure from both the fear and reality of abuse, and are committed to protecting all children from harm.

We all have a duty to:

- Protect children from maltreatment
- Prevent impairment of children's health or development
- Ensure that children are growing up in circumstances consistent with the provision of safe and effective care
- Undertake that role so as to enable those children to have optimum life chances and to enter adulthood successfully
- Take action to enable all children to have the best outcomes

We all share a responsibility for safeguarding and promoting the welfare of children and young people. All members of the community can help to safeguard and promote the welfare of children and young people if they are mindful of their needs, and willing and able to act if they have concerns about a child's welfare.

Action for Children and Happy Bananas Holiday Club are committed to ensuring that all staff, volunteers, users and parents within this Children and family service are aware of the duty to act on their concerns and follow local safeguarding procedures approved by the local Area Safeguarding Children's Board.

We are committed to ensuring the following:

- All Action for Children's safeguarding procedures comply with all relevant legislation and guidance or advice from the local safeguarding children's board, Happy Bananas Holiday Club takes advice from both Action for Children and The Edith Borthwick School and have adapted policies accordingly, to suit the club's needs.

- A nominated Designated person for Safeguarding in the children and family service. The Happy Bananas designated persons are Jordan Garratt and Catherine Sayer, who have been trained to level three in Safeguarding on 23rd June 2016.

- Appropriate induction, training and support for all staff. This is provided through The Edith Borthwick School, of which all Happy Bananas Staff have been trained.

- Appropriate code of conducts for staff (See all policies and contract)
- Safer recruitment policy and procedures including enhanced disclosure (DBS) checks for all staff and volunteers. (See policies and copies of DBS checks for all staff)
- Clear processes for checking disclosures (DBS) for partners delivering services from this children and family service. (Managers have received copies of all DBS checks from The Edith Borthwick School.)
- Clear record keeping in line with data protection (See Data Protection policy)
- Clear procedures for dealing with allegations against adults including staff and users. (See staff contract, Managers have responsibility for ensuring this.)
- Clear monitoring and supervision procedures (Action for Children and Managers have responsibility for ensuring this)
- Complaints and compliments procedures (See policy relating to this)
- Clear information sharing protocols in line with integrated working (See policies and staff contract)

Disclosure and Barring Service:

The Edith Borthwick School are responsible for ensuring all staff has a cleared DBS check for all members of permanent staff.

Definition of child: child or young person who have not yet reached their 18th birthday. However, our policies and procedures also support working with vulnerable adults. They also apply to all children and young people regardless of gender, ethnicity, disability, sexuality or religion.

All procedures and guidelines are in line with:

- Local Safeguarding Children Board guidelines and procedures
- Working Together to Safeguard Children (2015) (www.gov.uk)
- Disclosure and Barring Service

(<https://www.gov.uk/government/organisations/disclosure-and-barring-service/about>)

Staff should treat concerns seriously: Where there is suspected or actual abuse, report your concerns to your manager or Instructor without delay. This includes:

- Significant changes in children's behaviour
- Deterioration in children's well-being
- Unexplained bruising, marks or signs of possible neglect.
- Bruising on a non-mobile infant
- Children's comments which give cause for concern.
- any reasons to suspect neglect or abuse outside the centre service, for example in the child's home; and/or
- Inappropriate behaviour displayed by other members of staff, or any other person working with children. For example, inappropriate sexual comments; excessive one to one attention beyond their usual role and responsibilities; or inappropriate sharing of images.

Recognising Child Abuse

Safeguarding as in the Working Together to Safeguard Children (2015) is 'the action we take to promote the welfare of children and protect them from harm'.

Safeguarding and promoting the welfare of children is defined for the purposes of the Working Together to Safeguard Children (2015) as:

- protecting children from maltreatment, preventing impairment of children's health and development, ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and taking action to enable all children to have the best outcomes.

Child abuse manifests itself in a variety of different ways, some overt and other much less so. All staff and volunteers within this Children's Centre have received safeguarding training and will be vigilant to signs and evidence of physical, sexual and emotional abuse or neglect.

Physical abuse

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or other causing harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately causes ill health to a child whom they are looking after. This situation is commonly described as "fabricated or induced illness"

Emotional Abuse: Emotional abuse is the persistent emotional ill treatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may mean conveying to children that they are worthless, or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill treatment of another. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, although it may occur alone.

Sexual abuse

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (e.g. Rape or oral sex) or non – penetrative acts, such as masturbation, kissing, rubbing and touching outside of clothing. They may include non-contact activities, such as involving children in looking at, or in the production of sexual images or watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

Neglect

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. It may involve a parent carer failing to provide adequate food, shelter and clothing, failing to protect a child from physical harm or danger, failure to ensure adequate supervision (including the use of inadequate care givers), or the failure to ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to a child's basic emotional needs.

Internet, Social Networking and other interactive media: With the increase in the use of the internet and social media there is an increased potential for misuse that can pose a risk to children.

These risks include but are not limited to -

- Bullying by peers and people they consider 'friends';
- Posting personal information that can identify and locate a child offline;
- Sexual grooming, luring , exploitation and abuse contact with strangers;
- Exposure to inappropriate and/or content;
- Involvement in making or distributing illegal or inappropriate content;
- Theft of personal information;
- Exposure to information and interaction with others who encourage self harm;
- Exposure to racist or hate material;
- Encouragement of violent behaviour, such as 'happy slapping';
- Glorifying activities such as drug taking or excessive drinking;
- Physical harm to young people in making video content, such as enacting and imitating stunts and risk taking activities
- Leaving and running away from home as a result of contacts made online.

Staff Training

As part of their The Edith Borthwick School training, staff complete Level 1 Safeguarding Training. (see relevant documentation). Managers will receive level 3 Safeguarding training, in line with the Local Authority relevant training that incorporates managing safeguarding concerns. The Edith Borthwick School and Managers to ensure staff are trained.

Allegations Against Adults

Allegations against adults include staff and students, including external agencies delivering services on behalf of Action for Children and Happy Bananas service premises. There should be two adults present at all times with children.

Please ensure, if you have to be alone with a child (in extreme circumstances or toilet changing), that another member of staff knows where you are and is close by, to either see or hear you. This ensures the safety of both staff and children. If this is not possible (extreme circumstances) please ensure your instructor is aware and is happy with what you are doing and knows of no alternative, safer option.

If an allegation is made against an adult including staff, volunteers, students, users or parents, the Management (Jordan Garratt and Catherine Sayer) must be informed immediately. The managers will then choose the appropriate course of action.

1. Summary

Any allegation of abuse made against a person who works with children and young people including those who work in a voluntary capacity are dealt with fairly, quickly, and consistently, in a way that provides effective protection for the child, and at the same time supports the person who is the subject of the allegation. The framework for managing allegations is set out in *Working Together to Safeguard Children: A guide to inter-agency working to safeguard and promote the welfare of children 2015*.

1.1 Framework for managing allegations

Working together to Safeguard Children introduced a framework for managing allegations and concerns about people who work with children, which should be used in respect of all cases in which it is alleged that the person has:

- Behaved in a way that has harmed, or may have harmed, a child;
- Possibly committed a criminal offence against, or related to, a child; or
- Behaved towards a child or children in a way that indicates s/he is unsuitable to work with children.

This procedure applies to situations when;

- There are suspicions or allegations of abuse by a person who works with children in either a paid or unpaid capacity – this includes as a permanent, temporary or agency member of staff, contract worker, consultant, volunteer or student placement.

There can be up to three strands in the consideration of an allegation:

- A police investigation of a possible criminal offence
- Enquiries and assessment by children's social care about whether a child is in need of protection or in need of services
- Consideration by an employer of disciplinary action in respect of the individual

3.9 Employers responsibilities

Employers, social services and professional regulators are under a legal duty to notify the DBS of relevant information, so that individuals who pose a threat to vulnerable groups can be identified and barred from working with these groups. If Action for Children dismisses or removes a member of staff/volunteer from working with children and/or vulnerable adults (in what is legally defined as regulated activity) because they have harmed a child or vulnerable adult we have a legal duty to inform the Disclosure and Barring Service (DBS).

An organisation which knowingly employs someone who is barred is breaking the law.

A person barred from working with children or vulnerable adults is breaking the law if they work/volunteer or seek to work/volunteer with these groups.

Employers, social services and professional regulators are under a legal duty to notify the DBS of relevant information, so that individuals who pose a threat to vulnerable groups can be identified and barred from working with these groups.

Review of policy

Happy Bananas Holiday Club safeguarding policy and procedures are reviewed annually; however it will be reviewed earlier if there are changes to legislation and guidance.

All users of this Children and family service will be informed of our safeguarding policy and procedures by the following:

- Staff contracts clearly state safeguarding guide
- All policies given to all staff members and are available for every group in their individual packs (all staff sign in agreement)
- Parents are made aware through the Parent contract, which is signed upon arrival.

References / Legislation that informs the Safeguarding policies and procedures:

- Children Act 1989
- Children Act 2004
- Data Protection Act 1998
- Safeguarding vulnerable Groups Act 2006
- UN Convention on the rights of the child
- Human Rights Act 1998
- Working Together to Safeguard Children (2015)
- Local Safeguarding Children's Board policies and procedures

Linked policies and procedures

Lone Worker Home Visiting POL001

Safeguarding Vulnerable Adults POL019a